

APPROVED

# **TOWN OF WESTFORD**

## **BOARD OF SELECTMEN**

### **MINUTES**

**DATE:** October 28, 2003

**TIME:** 6:40 P.M.

**PLACE:** J.V. Fletcher Library

**PRESENT:** Christopher Romeo, Robert Jefferies, Allan Loiselle,  
James Silva

**ABSENT:** Dini Healy-Coffin

#### **OTHERS**

**PRESENT:** Steve Ledoux-Town Manager, Audience Members

#### **Open Forum**

Paul Murray, Veteran's Agent, announced that the Veteran's Day Ceremony has been scheduled for Tuesday, November 11, 2003 at 11:00 a.m., on the Town Common.

Veronica Whitehouse announced that *Health Happenings* on local cable will be hosting an Alzheimer's Update with Dr. Charles Wasserman, Head of Psychiatry of the Youville Hospital on Wednesday, October 29, 2003 at 7:30 p.m. – 8:30 p.m. The telephone lines will open at 8:00 p.m. for questions.

#### **Public Hearing – Street Acceptances for Town Ways – Article 17** *Chandler Road, Caldwell Drive, Portion of Russell's Way, Anne Teresa Way, Ashley Place, April Lane, May Road, Lane's End*

Romeo opened the public hearing. Richard Barrett, Highway Superintendent and James Arsenault, Town Engineer, were present. Barrett reported that the streets are complete and meet Planning Board standards. Barrett also reported

that all pertinent departments have signed off relative to trails. Arsenault reported that all trail easements are in place. Barrett recommended that the streets be placed at Town Meeting for acceptance. Barrett asked for the Board's support of Article 17 – Street Acceptance.

Lawrence Bucci, 18 Chandler Road, was concerned with the condition of the roadway and reported that there are weeds growing between the curbing and the road and that the joints in the curbing are broken. Bucci was also concerned that the trails are overgrown. Bucci felt that the road should be looked at more closely. Barrett pointed out that grass will grow between the curbing and the road unless herbicides are used and that he does not have the manpower to handle the weeds. Barrett reiterated that the curbing was inspected to the Town Engineer's satisfaction. Arsenault reported that he did not see any substantial damage that would justify not accepting Chandler Road. Barrett addressed the bonding being held for the various roadways. Barrett indicated that he would take another look at Chandler Road and ask the developer to address Mr. Bucci's concerns.

Christopher Lorrain, Landtech Consultants, Inc., representing Traywick Corporation, stated that he has been working with Barrett and Arsenault in an effort to get the roads accepted. Lorrain felt that Mr. Bucci's concerns were minor maintenance issues and that the developer will do minor maintenance if Barrett says it should be done. Bucci asked if weed barrier was used on the trails. Jefferies pointed out that the trails will grow in if they are not used. Jefferies stated that there are supposed to be trail stewards assigned to these trails for maintenance purposes. Loiselle suggested that Bucci contact Peter Mahler, Trail Steward Committee, for assistance and information.

**It was moved by Jefferies, seconded by Loiselle, and VOTED 4 IN FAVOR WITH 1 ABSENT (Healy-Coffin), to close the public hearing.**

**It was moved by Jefferies, seconded by Silva, and VOTED 4 IN FAVOR WITH 1 ABSENT (Healy-Coffin), to accept Chandler Road, Caldwell Drive, a Portion of Russell's Way, Anne Teresa Way, Ashley Place, April Lane, May Road, and Lane's End.**

### **Selectmen to Continue to Take Positions on Special Town Meeting Warrant Articles**

The Board took positions on the following warrant articles:

#### **ARTICLE 2: Renaming of the Stony Brook School**

*Citizens Petition*

Paul Murray, Veteran's Agent, updated the Board on the recent discussions regarding the proposed renaming of the Stony Brook School. Murray reported that Bill Olsen, Assistant School Superintendent, offered the suggestion of naming the overall parcel the *Veteran's Memorial Complex*. Murray stated that the petitioners voted to recommend amending the motion on Town Meeting

floor to reflect the proposed name of *Veteran's Memorial Complex*. Murray asked for the Board's support.

**It was moved by Jefferies, seconded by Loiselle, and VOTED 4 IN FAVOR WITH 1 ABSENT (Healy-Coffin), to support Article 2 as amended by the petitioners to call the entire (Stony Brook) parcel *Veteran's Memorial Complex*.**

The Board to re-affirm its vote on November 4, 2003 for a full board consensus. Romeo read a letter from Adam Holub, a 6<sup>th</sup> grade student at Stony Brook School, requesting that the name of the school not be changed. Jefferies asked if the veterans of Westford would be willing to take a special interest in the complex and volunteer their services. Murray stated that there is a willingness to help out with signage on Route 40.

**ARTICLE 3: Commercial and Industrial Growth Control Regulation** *Citizens Petition*

The Board will take a position on November 4<sup>th</sup> after receiving the Planning Board's recommendation.

**ARTICLE 5: Fiscal Year 04 Supplemental Appropriations: Various Departments** *Town Manager*

Ledoux outlined the proposed supplemental appropriations:

\$35,700 - Salary of Technology Director. Jefferies asked Ledoux to provide data relative to the amount of time the Technology Director spends on the School Department.

10,500 – Overtime for the Technology Services for weekend calls, etc.

10,000 – Unclassified Expenses

10,000 – Permitting Department for interns working on GIS.

28,440 – Recycling Expenses  
\$94,640 Total

The Board will take a position on Article 5 after receiving the Finance Committee's recommendation.

**ARTICLE 6: Fiscal Year 2004 Transfers; Various Departments** *Town Manager*

Ledoux outlined the proposed transfers. The Board will take a position on Article 6 after receiving the Finance Committee's recommendation.

**ARTICLE 9: Reduce Amount Raised by Taxes in FY 04** *Finance Committee*

The Board will take a position on Article 9 after receiving the Finance Committee's recommendation. Jefferies was concerned with keeping a quorum for all of the finance votes and suggested breaking out the motion to make the stabilization fund vote

separate. Ledoux will be speaking to the Town Moderator and Town Counsel on Wednesday, October 29, 2003 relative to the motions.

Romeo reported that the Finance Committee voted to support Articles 8, 11, 13, 14 and 15. The Finance Committee will vote on Articles 9 and 10 on November 4<sup>th</sup> and Article 17 following the Selectmen's recommendation.

**Continuation of Public Hearing – Expansion of Class II License, Westford Auto Sales, 341 Littleton Road**

Ledoux reported that Attorney Howard Hall has requested a continuation to November 18, 2003 in order to address site plan and safety issues. The Board continued the public hearing to November 18, 2003.

**Discussion of Formation of 40B Performance Standards Guidelines**

Sam Frank, Chairman of the Zoning Board of Appeals, was present seeking support and participation in a working group to develop performance standard guidelines for Chapter 40B projects. Frank indicated the interest of Mike Green and Fred Palmer of the Planning Board, Mark Conlon of the Master Plan Implementation Committee and Veronica Whitehouse as Chairman/ Moderator for the group. Frank suggested the participation of one to two members of the Board of Selectmen, Planning Board, Zoning Board of Appeals, Conservation Commission, Board of Health, Affordable Housing Committee and Master Plan Implementation Committee. Jefferies recommended two or three members of the general public also serve on the committee.

**It was moved by Jefferies, seconded by Silva, and VOTED 4 IN FAVOR WITH 1 ABSENT (Healy-Coffin), to create the committee and staff it with one to two members of the Zoning Board of Appeals, Board of Selectmen, Board of Health, Conservation Commission, Planning Board, Master Plan Implementation Committee, Affordable Housing Committee; two or three members of the general public; and a single chair position.**

Jefferies and Silva volunteered for the committee (Silva might represent the Affordable Housing Committee). Loiselle suggested that the committee try to set a time certain for completion of the performance standards.

**LIP Process** – Jefferies noted that there was some confusion as to the LIP process expressed by some Board members and the audience at the last Zoning Board of Appeals meeting. Jefferies stated that the Board of Selectmen was in the position of having some influence versus no influence with the development. Jefferies asked Frank to tell the Zoning Board that it was not the Selectmen's intention to usurp the Zoning Board's authority rather the Selectmen were trying to mediate the process. Frank believed the confusion was on the part of the applicant of Keyes Corner Condominiums. Frank

complimented the Board on the LIP Protocol that was prepared by the Affordable Housing Committee.

**League of Women Voters Affordable Housing Forum** – Frank reported that the Director of the Executive Office of Environmental Affairs distributed a press release regarding proposed Comprehensive Permit law reforms. Frank asked the Board to review the material and make a recommendation at the next meeting to ask Westford's legislative representatives to support the bill.

### **Board Reports/Updates**

**Affordable Housing Committee** – Romeo reported that the Affordable Housing Committee will be meeting on Wednesday, October 29, 2003 at 7:15 a.m.

**Tax Classification Hearing** – Ledoux announced that the Tax Classification Hearing will be held on Monday, November 10, 2003 at 7:35 p.m., J.V. Fletcher Library.

**Westnet Fundraiser** – Romeo announced that the Westnet Fundraiser with the playing cards known as "*Westford Notables*" is underway with the auction bidding process posted on the website.

### **Open Items**

10/28-1 Board to re-affirm its vote to support Article 2 with full Board on 11/4.

10/28-2 Ledoux to provide data re: amount of time Tech Director spends on the School Dept.

### **Adjournment**

It was moved by Jefferies, seconded by Loiselle, and VOTED 4 IN FAVOR WITH 1 ABSENT (Healy-Coffin), to adjourn the meeting at 8:20 p.m.

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Steve Ledoux, Town Manager

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Christopher Romeo, Chairman

Submitted by Beth Kinney, Recording Secretary